

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

DATE: 16 July 1953

FROM : Chief, Junior Officer Training Division

SUBJECT: Weekly Progress Report -- 10-16 July 1953

1. A conference was held for the purpose of further familiarizing key members of PPD with the processes of selection of JOT candidates. During the three hours of this meeting, [] explained the tests administered to the JOT candidates and the reasoning involved in making evaluations of these individuals. He also gave rather vivid analyses of two candidates, one of whom had been personally known to [] for some three years and whom he described with great accuracy in spite of the fact that he had never seen the man.

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As a result of this meeting, I feel that a very much better understanding of the methods of OTR were gained by the PPD people. It is planned to repeat these demonstration meetings whenever a sufficient number of recruiters are in town to warrant using [] time for this purpose.

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2. Highly specific on-the-job training programs for JOT's are now in the process of being submitted by []

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This type of training by doing, which is planned will last from ten to twelve months and will be supervised by a specifically designated monitor, is the best tailored training which we have thus far evolved for this program. Perhaps the most important aspect of this development is the fact that the substantive offices, seeing the benefits to the Agency as well as to themselves, have taken the lead in proposing the several programs.

3. After graduating from the Tenth BIC and pending approval of the Director of Training, the following candidates have been placed in on-the-job training:

A. []

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B. []

4. [] has just returned from troop duty on the OCS program and is about to be placed with []/FI for on-the-job training.

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5. [REDACTED] has been temporarily assigned as assistant to the Chief, JOTD, to assist in carrying on certain activities taken over by [REDACTED]

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6. As a result of the recent testing in San Francisco and Chicago, requests for actions are being prepared in the cases of five individuals, all from Chicago. None of the San Francisco candidates proved to be acceptable.

7. A visit was made by Field Recruiter [REDACTED]

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8. Files of nineteen prospective candidates for the Junior Officer Training Program were reviewed. One interview was held.

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